

EROSION AND SEDIMENT CONTROL PROCEDURE

If you propose to grade, excavate, fill, clear, or otherwise disturb land in Rockingham County, you will have to comply with the requirements of the EROSION AND SEDIMENT CONTROL ORDINANCE (E&SO), Chapter 6B of the County Code, and obtain a Land Disturbing Activity Permit.

PROCEDURE

STEP 1

It is strongly recommended that a meeting be scheduled with the Erosion and Sediment Control Administrator in the **Community Development Department**. The office is located at 20 East Gay Street, Harrisonburg. This meeting can be combined with a pre-submission meeting for a subdivision or site plan. **Phone: (540) 564-3030**

Points to cover at the meeting:

1. Review your proposed construction activity or development, bring with you any information, plats or plans you have, that will illustrate your proposed project.
2. Determine if the Erosion and Sediment Control Ordinance applies to your proposed development.
1. Obtain: Application, checklist, and sample agreement package, and ordinance.

STEP 2

Have plans prepared in accordance with the provisions of the ordinance.

STEP 3

Submit application, two (2) **folded** copies of the plan, including narrative description, and the fee, to the erosion and sediment control administrator.

If your proposal is part of a subdivision or site plan submission, the plan will be reviewed and comments returned as part of the County's response, as described in the procedures for Site Plan and Subdivision Review.

If not included in the subdivision or site plan submission, comments will be returned to you by letter by the erosion and sediment control administrator.

STEP 4

Make changes as required by comments and resubmit.

STEP 5

Assuming approval, proceed by submitting Performance Agreement and Surety in the amount stated in approval letter. The Surety must be issued for a term extending a minimum of sixty (60) days beyond the performance date set on the agreement. Schedule a pre-construction meeting with the Erosion and Sediment Control Administrator. A surety is also required to cover the cost of installation E&S measures. This will be returned at the end of the construction once the area is stabilized.

STEP 6

Attend pre-construction meeting. The developer or his representative, the site work contractor, and the inspector will meet at the site. Prior to the meeting, the limits of clearing must be flagged and tree protection measures installed, in accordance with the Virginia Erosion and Sediment Control Handbook. Assuming everything is in order, the Land Disturbing Activity Permit will be issued at this meeting.

STEP 7

After the installation of all temporary and permanent erosion and sediment control practices, clearing, grading and construction of site improvements can begin. You may also proceed with the Building Permit process.

STEP 8

Call for final inspection, when all land disturbing activities are complete and all disturbed areas are permanently stabilized. The Inspector will issue a Letter of Completion when the site work is approved.

TIME: For review as part of a subdivision or site plan, see those procedures. In other cases, the plan must be approved or disapproved within forty-five (45) days of its submission.

Final inspections will be made within two (2) working days of such a request, if possible. Release of surety will occur within sixty (60) days of the issuance of a "Letter of Completion".

TERM: The Permit is valid for up to one (1) year and may be extended for an additional one (1) year with the approval of the Administrator (E&S 10-18). The permit will become void if you fail to begin work within six (6) months of issuance of permit .